

RESUME

SUJEET KUMAR

Address : Village - Badinpur, Shahpur, Near S.D Model School,
Mandi Gobindgarh, Fatehgarh Sahib, Punjab
E-Mail : Sujeetkumar7863@gmail.com
Mobile No. : 76578-06851



CARRER OBJECTIVE

I want to work with an organisation that can give me opportunities to grow so that I will able to help in the growth of that organisation and will be able to enhance my skill and abilities.

EDUCATIONAL QUALIFICATION

QUALIFICATIONS	SCHOOL/COLLEGE	BOARD/UNIVERSITY	%AGE	YEAR OF PASSING
10 TH	S.N.A.S.SR.SEC.SCHOOL, MANDI-GOBINDGARH	P.S.E.B	92.30%	2017
+2 COMMERCE	S.N.A.S.SR.SEC.SCHOOL, MANDI-GOBINDGARH	P.S.E.B	85.55%	2019
B.COM	A.S COLLEGE, KHANNA	PANJAB UNIVERSITY	80.35%	2022

OTHER QUALIFICATION

- Basic Computer course
- Goods & service tax Certificate course

EXPERIENCE

- Worked 6 Months Under CA (DMSG & Associate , Motia Khan, MGG)
- Currently working as an Assistant Accountant in Nabha Steels & Metals (Near Rimt University)

SKILLS

- Gst Return - GstR-1 & GstR-3B
- TDS/TCS Challan Prepare & Monthly Payment
- Prepare Balance Sheet
- Expert in of M.S Office (Word, Excel, Power point)

STRENGTHS

- Self-confident, ready to take responsibility
- Honesty, Good learning ability

PERSONAL PROFILE

- | | |
|------------------|------------------|
| ➤ Father's Name | Sh. Upinder Shah |
| ➤ Mother's Name | Smt. Veena Devi |
| ➤ Date of Birth | 31-01-2000 |
| ➤ Gender | Male |
| ➤ Marital Status | Unmarried |
| ➤ Nationality | Indian |

DECLARATION

I hereby declare that all the above information is correct to the best of my knowledge and belief.

Date :

Place : Gobindgarh